

21 November 1974

MEMORANDUM FOR: Senior Training Officer DDI

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 17 January 1975 for the Seminar for Advancing Managers at Kings Point, 30 March - 11 April 1975.

2. The Agency has one space reserved for this seminar. (DDI requested four spaces.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. You are reminded that attendance at this seminar is limited to individuals who will have moved from one managerial position to another during the period 1 July 1973 through 30 June 1975. Please include a statement to this effect in your supporting documentation.

**Executive Secretary
Training Selection Board**

25X1A

25X1A

ES-TSB [redacted] maq

Distribution:

Orig - Adse

2 - ES-TSB

21 November 1974

MEMORANDUM FOR: Senior Training Officer DDS&T

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 17 January 1975 for the Seminar for Advancing Managers at Kings Point, 30 March - 11 April 1975.

2. The Agency has one space reserved for this seminar.
(DDS&T requested three spaces.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. You are reminded that attendance at this seminar is limited to individuals who will have moved from one managerial position to another during the period 1 July 1973 through 30 June 1975. Please include a statement to this effect in your supporting documentation.

**Executive Secretary
Training Selection Board**

25X1A

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ES-TSB [redacted] :maq

Distribution:

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21 November 1974

MEMORANDUM FOR: Senior Training Officer DDA

SUBJECT : Nominations for Executive Seminar


1. Nominations are due in my office not later than 17 January 1975 for the Seminar for Advancing Managers at Kings Point, 30 March - 11 April 1975.

2. The Agency has one space reserved for this seminar. (DDA requested one space.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. You are reminded that attendance at this seminar is limited to individuals who will have moved from one managerial position to another during the period 1 July 1973 through 30 June 1975. Please include a statement to this effect in your supporting documentation.


Executive Secretary
Training Selection Board


25X1A


ES-TSB  :maq
Distribution:
Orig - Adse
2 - ES-TSB

25X1A

NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Course title	2. Cost
	Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160006-0	\$ 750
	3. Agency offering course	Civil Service Commission
	4. Dates of course	5. Location of course (city, State)
	16 - 28 March 1975	Oak Ridge, Tennessee

NOMINEE	6. Name (First)(Initial) (Last) (Mr., Miss, Mrs.)	7. Position title	
		Intelligence Officer	
		8. Home	9. Pay plan and grade
			GS-15
		10. Office telephone (including Area Code)	202 - 351-1100
11. Enter here special information required by the course announcement			
25X1A			

AGENCY	12. Billing address (including ZIP Code)	13. Approving official (signature and title)
	Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505	 Registrar, Office of Training
	14. Date	15. Telephone (including Area Code)
	6 February 1975	202 - 351-2193

Registrar, Office of Training
Central Intelligence Agency
Washington, D.C. 20505

16. Return address of nominating agency (including ZIP Code)

FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN THIS PART

ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected. (see Remarks)	18. Remarks
	19. First session of class meets	

INSTRUCTIONS TO NOMINATING AGENCY

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160006-0

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary
Training Selection Board 1036 CofC Bldg

EXTENSION

2193

NO.

DATE

28 January 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chairman
Training Selection Board

1/28

2/10

K

2.

3.

4.

25X1A

5.

6.

7.

8.

25X1A

9.

10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

2/11

11.

12.

13.

2/11/75

UNANIMOUS

14.

15.

Attached for your consideration are two nominations for the "Science, Technology and Public Policy" seminar at Oak Ridge, 16 - 28 March 1975:

-15, OSI
GS-15, OSR

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

1.

2.



UNCLASSIFIED

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INTERNAL
USE ONLY

CIA-RDP78-04202A000200160006-0



CONFIDENTIAL



SECRET

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Executive Secretary
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INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Mr. Fred W. M. Janney
5 E 56 HQS

30 JAN 1975

30 JAN 1975

JLhc

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are two nominations for the
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16 - 28 March 1975:

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GS-15, OSR

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25X1A

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7.

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25X1A

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

11.

12.

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14.

15.

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160006-0

FORM
3-62

610

USE PREVIOUS
EDITIONS

SECRET



CONFIDENTIAL

INTERNAL
USE ONLY

UNCLASSIFIED

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1.

3 C 43 HQS

28 JAN 1975

jm

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25X1A

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1036 Chamber of Commerce

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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Dr. Karl H. Weber
6 F 20 HQS

1/29

KHG

Attached for your consideration are two nominations for the "Science, Technology and Public Policy" seminar at Oak Ridge, 16 - 28 March 1975:

S-15, OSI
GS-15, OSR

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

25X1A

25X1A

10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

1.

2.

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160006-0

FORM 3-62

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Z F 20 HQS

1-29-75

6/8

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25X1A

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10. Executive Secretary
Training Selection Board
1036 Chamber of Commerce

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25X1A

15.

not, I nevertheless would like to observe that these are two very strong nominees. If there is any way that both might attend, I encourage you to do so.

*on the basis of office affiliation

4 February 1975

25X1A

Concerning your hand-written note, here is a little bit of background:

All Government agencies contract for "spaces" in these seminars on a Fiscal Year basis after which a contract is negotiated and the bill paid.

Our request for spaces is based on an annual poll of the Directorates which I make (taking into consideration TSB budget) and we never get as many spaces as we request. (Last year we asked for 25 and got 18.) The Centers can never accommodate the number of requests they receive. "Science, Technology and Public Policy" is extremely popular and as you can see from the attached sample schedule is not offered too often.

Miriam

25X1A

PS: [REDACTED] was selected by the Board.